

***TOWN OF NEWFIELDS BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, NOVEMBER 14, 2006***

The meeting was called to order at 6:15pm. Selectmen present were: Janet Smith and Wes Moore. Others present were: Nathan Lunney of SAU 16, Melissa Lattmann of the Exeter Newsletter, Bob Sanderson and Tim Greene of Plodzick and Sanderson, Lt. Gould, and Chief Reed.

The Selectmen reviewed the quote from Urban Tree Service to remove a tree/trees from along the side of the Town Hall property. Wes will call the company to find out why the quote is so much higher than expected to remove the one tree and to see if they will lower the price at all. The Town is committed to paying \$250.00 with the balance to be paid by Piers Lloyd Owen.

Nathan Lunney came to the meeting to explain the increase in the School Budget to the Selectmen. The towns portion of the budget is based on the number of students they send to the schools and the school budget. While the school budget increased, Exeter and Kensington's student population decreased, so Newfields has to pay a higher percentage of the cost.

Wes asked Nathan the cost to send one student to the High School. Nathan did not have an answer, but said he would work to put the figures together. Nathan said that debt is a big piece of the school budget – there is still a payment left to buy out the old High School, the new Cooperative Middle School has eleven years of payments left and the new High School has eighteen years of payments left.

Melissa Lattmann joined the meeting and discussion and Nathan informed her that the school rate of \$18.83 includes \$8.30 for the Newfields Elementary School and \$10.53 for SAU 16. The \$18.83 includes the Town School portion and the State School portion.

Janet told Melissa that the tax bills have been mailed and residents are questioning the increase. The Town portion is down along with a decrease in the County rate. The only increase was in the school portion of the bill. The Selectmen do not have control over the School Budget. The Selectmen have worked hard to keep the Town costs down and still provide necessary services to the residents. Revenues to the Town were also down this year.

Bob Sanderson and Tim Greene of Plodzick and Sanderson attended the meeting at the Selectmen's request. They were asked what the Town can do to have a better audit next year. Bob suggested that Tim come to the Town Office for a day in December to review

the new computer system to be sure that it is being utilized properly. He also asked if the first six month figures could be entered into the new system so that at audit time, all the information needed will be in one location. Nancy will check with Advanced Data Systems to see if this can be accomplished.

Bob suggested that Newfields become at least partially GASB34 compliant. This would eliminate adverse reports at audit time and possibly get the Town a better rating for bonds and grants. Out of the 200 accounts his firm handles now, less than 50% meet GASB34 standards.

Many of those 200 accounts have done a partial conversion to clear up the adverse opinions and Bob recommends that Newfields do a partial conversion. The partial conversion would not include capital assets (although having an update of the capital assets would help in updating insurance values). The cost for a partial conversion would be between \$1,000. and \$2,000.

Bob explained that the reason this year's report mentioned the budget was overspent is that the revenues and expenditures for police details were not accurately budgeted. The Town is not authorized to overspend the approved budget without DRA approval. Since the Town voted to put the police detail money into a revolving fund, this should no longer be an issue.

The Town needs to plan on \$7,500. for the annual audit, \$1,000. to \$2,000. for the conversion to GASB34, \$500. for Tim to go to the Town Office in December for one day, and \$2,000. for the Compliance Audits required because the Town received more than \$500,000. in grants. Of the total suggested for the budget (\$12,000.), it was agreed that \$2,000. for the Compliance Audits should be paid by the Conservation Commission. This decision was made because the Town only has to have this audit completed because of grants received for the Piscassic Greenway purchase.

Bob stated that any Capital Reserve Fund established by the Town must be managed by the Trustees of the Trust Funds and not the Town Treasurer. These funds are generally for buildings, fire trucks, police vehicles, etc. Any Expendable Trust Funds are managed by the Treasurer. The Selectmen should be made agents on both types of funds so that the money can be expended as needed.

All of the Trust Funds need to be reviewed by the Selectmen to determine which funds need to be moved to the Trustee of the Trust Funds control.

The meeting went into a non-public session per RSA 91-A:3I to discuss a personnel issue at 8:10pm. The meeting went back into a public session at 8:40pm.

The letters from former police officers were discussed in a non-public session and it was determined that it has never been the Town's practice or policy to pay out sick time upon

termination of employment with the Town. Unused vacation or holiday time has and will continue to be paid at the time an employment is terminated. The Selectmen decided to write letters to former police officers Brett Wells and Chris Hutchins denying their requests for sick time reimbursement.

The Memorandum of Understanding with the Town of Lee was discussed. Chief Reed explained that the Town of Lee asked for the Selectmen's signatures on the MOU so that Lee could apply for an equipment grant. As the due date for the form has passed, the MOU was not signed by the Selectmen.

Chief Reed reminded the Board that the winter parking ban goes into effect November 15, 2006 through April 15, 2007 and will be enforced between the hours of 11:00pm and 6:00am. The marquee in front of Town Hall will carry a reminder with notices posted in the Town Office, the Post Office, and the Exeter Newsletter.

The Chief mentioned that no STOP sign is at the end of Overlook Drive. The Selectmen asked Nancy to check with the Road Agent about having a sign installed.

As the Selectmen did not meet with the Budget Advisory Committee tonight, Nancy was asked to re-schedule them for next Tuesday night, notify the members by telephone and e-mail and to change the time scheduled for Chief Reed next week.

Bestway is no longer picking up trash at the Post Office – the only commercial trash pickup is at the Town Office.

Al Dixon, Paul Deschaine, and Wes Moore are meeting this Thursday on the renewal of the curbside trash pickup contract.

Wes is the authorized representative from Newfields to the Lamprey Regional Cooperative and as such he left a copy of the renewal contract for the Selectmen to review before the contract is signed next week. There is an increase of \$6.00 per ton for the rubbish. This will have to be factored into next year's budget.

Wes would like to have a vote next week authorizing him to sign the new contract for the Town of Newfields with the Lamprey Regional Cooperative.

Michael Price left a message with the Town Clerk that he disagreed with a portion of the Minutes from the October 31, 2006 meeting. Instead of stating that the Town paid fair market value for the Daley and Anderson properties, Michael would prefer "that the Town only paid \$66,250. for the Anderson property" be in the Minutes. As the prior Minutes have been approved and posted, they cannot be changed.

Wes received a complaint about the train whistles at night. He believes that the crossing is no longer exempt and the train whistles can be stopped between 10:00pm and 6:00am. The Selectmen asked Nancy to call the railroad company to determine if this is true.

Correspondence from Donahue, Tucker, & Ciandella, PLLC regarding the Randazza, Earls, and Coviello properties was reviewed. The Building Inspector has reviewed the original complaint from the property owners and informed the Selectmen that the only issue he has is with the steps. They were fine when originally inspected, but it appears that they have moved because the earth settled or something has been changed.

The letter from Olga Shappel complaining about her taxes was reviewed by the Selectmen.

The Tax Collector's Warrant Property Tax Levy was signed by the Selectmen. The Supplemental Warrant Property Tax Levy was also signed.

Five Abatements were signed by the Selectmen.

Correspondence from Lane Law Offices, PA was reviewed with regard to the Cole property.

The Minutes of the November 7, 2006 meeting were not approved as there was not a required quorum for a vote.

As the rear portion of the roof on the Town Hall has been replaced, the Selectmen authorized the purchase of replacement ceiling panels in the Town Office and Selectmen's Office which were water damaged.

Wes made a motion to adjourn the meeting at 9:30pm. Janet seconded the motion and the motion passed with both in favor.

Respectfully submitted,

Nancy J. Spencer